

Education and Workforce Development Cabinet

KDLA and COT celebrate Electronic Records Day in Kentucky

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Contact Information:

FRANKFORT, Ky. (Sept. 30, 2014) – The Kentucky Department for Libraries and Archives (KDLA), the Commonwealth Office of Technology (COT) and the Council of State Archivists (CoSA) will celebrate the third annual Electronic Records Day on Oct. 10. Electronic Records Day is an opportunity to raise awareness among government agencies, related professional organizations, the general public and other stakeholders about the crucial role electronic records play in documenting our lives.

In honor of Electronic Records Day and to learn more about preserving these archives, the following events and resources are being provided.

- Attend a free Lunch and Learn presentation on KDLA's e-Archives. Kari May, KDLA librarian, will demonstrate search strategies for the Electronic Records Archives in the KDLA Conference Room from 11:30 a.m. - 12:30 p.m. Participants may bring a brown bag lunch. Registration is not required.
- Visit the KDLA website for guidance and support for managing electronic records in Kentucky government agencies:
<http://kdl.ky.gov/records/recmgmtguidance/Pages/elecrcmgmt.aspx>.
- Visit the COT website for guidance on information technology in Kentucky state government: <http://technology.ky.gov>.
- Read [Managing Government Records](#), an overview of records management in Kentucky government.
- Consult the Commonwealth's Enterprise Architecture and Standards on standards for electronic information:
<http://technology.ky.gov/governance/Pages/OverviewofenterpriseITPolicyStandards.aspx>
- Discover Electronic Records Day resources on the CoSA website:
<http://www.statearchivists.org/seri/ElectronicRecordsDay.htm>.

- Check out the Public Records Division's Facebook page for information on electronic records and digital preservation: <https://www.facebook.com/kdla.prd>
- Follow Electronic Records Day on Twitter at: [@KYStateArchives](#), [@StateArchivists](#) or follow hashtag [#ERecsDay](#).

Kentucky law defines public records as "all books, papers, maps, photographs, cards, tapes, disks, diskettes, recordings and other documentary materials, regardless of physical form or characteristics, which are prepared, owned, used, in the possession of or retained by a public agency" (KRS 171.410 (1)).

Records management standards and principles apply to all forms of recorded information, from creation to final disposition. Electronic records require particular attention, however, because of hardware and software dependence, technical requirements for preservation or issues about migration. Use this Electronic Records Day to improve your knowledge about electronic records and digital preservation.